

09 Feb 16

MEMORANDUM

From: Second Lieutenant Andrew Perkins
To: Inbound University of Michigan MECEP Marines
Subj: WELCOME ABOARD WOLVERINE MECEP MARINES
Ref: (a) None
Encl: (1) None

1. Welcome aboard the University of Michigan NROTC Unit and congratulations. Having been selected for MECEP, and getting accepted into one of the greatest public institutions in the world, is an achievement in and of itself.

2. Checklist. Prior to PCS, go to the University of Michigan NROTC website and click Documents. Within this hyperlink, you will find a link titled, Inbound MECEP Checklist. With that being said, this welcome aboard letter serves as a supplement to the Inbound MECEP Checklist. Some of the information within it, has changed or is subject to change.

3. Medical.

a. Enrollment. You will enroll in Tri-Care Remote. Use the zip code of the NROTC Unit (48109). If you use your home address, you may be directed to use the medical facilities at Selfridge Air National Guard Base or Fort Custer, if the zip code you use is within 50 miles of those bases. The Integrated Health Association (IHA) is a good health care network that accepts Tri-Care. You do not have to use the VA hospital or military medical facilities.

b. UMHS. The University of Michigan Health System does not accept Tri-Care unless you get an out of network referral from your primary care manager (regular doctor).

c. Referrals. IHA has referral personnel that will handle the referral process for you. However, you should follow up with referrals made on your behalf by calling the office of the specialist you are referred to, and ensuring that they did in fact receive the referral.

d. UHS. You also have the University Health Services at your disposal, which is available through the tuition you pay.

e. Recover. Lastly, your time spent here is an excellent opportunity to address that bad ankle or bad shoulder and get healthy again before you head to TBS.

4. Parking.

a. Central Campus - Class, Naval Lab, Meeting with Unit Staff. You do not have to pay for parking if you are willing to walk a short distance and/or take the bus which is also free by using your MCard. The neighborhoods surrounding campus have free street parking. White Street, which parallels State Street, is just south of central campus, and is always a safe bet for finding parking. Along State Street, are bus stops for the city bus system, The Ride (Route 36, Wolverine Tower runs from the Central Campus Transit Center to Wolverine Tower in Southern Ann Arbor). Paying for parking is a needless and very costly expense. Use The Ride, and the University's Magic Bus.

SUBJ: WELCOME ABOARD WOLVERINE MECEP MARINES

b. Palmer Parking Structure. Only use the Palmer Parking Structure when PT is scheduled at the Central Campus Recreational Building (CCRB) or Palmer Field. The parking structure personnel do not charge until approximately 0830.

c. Indoor Track Building. In the winter, when PT is scheduled at the Indoor Track Building (ITB), you may park right outside of the building until PT is over, at which point you will need to go park on White Street, which is right next to the ITB.

5. Daily/Weekly Battle Rhythm. The drill period has been changing every semester, so use this section of the Inbound MECEP Checklist as a general guideline that is subject to change. Be prepared to PT at least three times a week in the morning, attend naval lab/drill period once a week, attend required Naval Science courses twice a week, and meet as required with unit staff and Midshipmen and MECEPs to operate the student battalion.

6. Academics.

a. Requirements. You will take all classes required for your degree, as well as prescribed Naval Science (NAVSCI) courses. You must remain enrolled as a full-time student year round, to include during the summer. Revisit the MARADMIN of the MECEP board you were selected for, and CNSTCINST 1533.2 Regulations for Officer Development (ROD), to verify what the requirements are for you as a MECEP student. Confirm all requirements during academic counseling sessions with the MOI.

b. NAVSCI. You are required to take NAVSCI 310, 410, and 402. You are no longer required to take NAVSCI 203/UC 205-Leadership and Management. NAVSCI 310 and 410 are taught by the MOI. These are taught in the Fall semester and alternate each year. i.e., NAVSCI 410 was taught in the Fall 2015 semester, so NAVSCI 310 will be taught in the Fall 2016 semester. NAVSCI 402 is taught by the Commanding Officer. NAVSCI 402 is taught every Winter semester.

c. Registration. You will register for NAVSCI classes through Wolverine Access. As a Michigan student, you will receive credit for these classes as electives, and the grades you receive will reflect in your GPA. Eastern Michigan University (EMU) students do not receive credit for these classes.

d. Expectations. Class is your appointed place of duty. You do not have the option of skipping class, even if the professor's syllabus permits it. Many of your classes at Michigan are going to challenge you. However, the professionalism and work ethic that got you selected as a MECEP student will see you through these challenges. You may even experience somewhat of a culture shock depending on your major. With the amount of reading you will be required to do, assignments, and blue book exams, remain calm and confident. As long as you are doing what your professors and graduate student instructors tell you to do, and diligently following your syllabi, you will be fine.

e. Resources. Use the resources that are available to you. The Undergraduate Library databases are some of the finest in the country. The Sweetland Writing Center in North Quad is fully staffed by faculty dedicated to reviewing your papers and helping you improve your work while cultivating your skill as a writer. Every professor and/or GSI will have office hours during which you can consult with them, and they want to help you succeed. The resources Michigan has put in place to make its students successful, speaks volumes as to why it is one of the best public institutions in the world. Use them to your advantage.

7. Commissioning. Start putting together your commissioning package one year out from your anticipated commissioning date.

a. Request for Appointment (RFA) Checklist. Go to the Marine Corps Recruiting Command (MCRC) website, and under the 'Officer Programs' hyperlink, you will find an excel document titled, 'RFA Checklist'. This document has, line by line, everything you need to submit in order to commission. Also within this hyperlink are most of the documents required.

b. Proof of Degree. See the Proof of Degree (POD) Acquisition SOP for further information. The Proof of Degree Acquisition SOP outlines time sensitive steps, you will need to carefully follow in order to submit your package and commission on time. You must have your POD on the date on which you commission in order for MCRC to actually activate your commission. Failing to have your POD will affect your date of commission as well as your pay.

c. Review. As you build your package, have it reviewed by either another MECEP in their senior year or a 1/C Marine-option MIDN who has already submitted their RFA package. Then submit it to the MOI for processing with MCRC.

8. Living Arrangements.

a. Houses. Houses are generally less expensive in surrounding cities, such as Pittsfield Township, Ypsilanti Township, the City of Ypsilanti, and Saline. These areas are located approximately 10 to 20 minutes from Central Campus. Make the best decision for you and your family, but be prepared to invest the lead time it takes to get to every class and unit event on time, even with rough winters that will delay your travel.

b. Off-Campus Housing System. If you are not going to buy a house, you can use the University's Off-Campus Housing System. You need to secure an apartment as soon as you know when you will be starting class. Apartments fill up fast and many places are completely booked, up to a year out. The following companies manage what the students refer to as the "student ghetto." The student ghetto consists of all the houses that are right off campus. Most of these houses are owned by these companies who split them up into small single person apartments. Living in one of these apartments would mean having a very short walk to class and NROTC events, and having a guaranteed parking spot.

Campus Management	Oxford
Campusmgt.com	(734) 995-9200
734-663-4101	

Wickfield Properties	Cappo
Wickfieldproperties.com	734-996-1991
(734) 369-2100	

c. Commercial Apartments. The following are more conventional apartment complexes just outside of the student ghetto, and most of them have bus stops right next to them, or a short walk or bike ride away. Hidden Valley Club Apartments is located on South State Street in southern Ann Arbor. It is approximately \$864 for a one bedroom apt that has plenty of space and a fireplace in the living room. It has a bus stop right next to it, and is also a 15 minute bike ride away from campus.

Ivanhoe Apartments	Pine Valley	AnnArborapartments.net
(734) 971-6810	(734) 971-5210	(734) 741-9300
	(734) 995-1000	

SUBJ: WELCOME ABOARD WOLVERINE MECEP MARINES

The Ponds
(734) 663-7633

Woodbury Apartments
(734) 761-2330

Hidden Valley Club Apartments
734) 761-8910

d. Fraternalities/Sororities. If accepted into a Fraternity or Sorority, your organization may permit you to room in their house. The NROTC unit is neutral to participation in Greek life, so long as it does not interfere with your ability to perform your duties. Be advised, though the UCMJ does not apply to civilian college students, it fully applies to MECEP students at all times.

9. Additional Work Opportunities. As with all students, you are free to pursue additional work opportunities that do not conflict with your classes or duties. This is not recommended as it will detract from your primary responsibility of completing your degree.

a. Many midshipmen have historically worked for a small local company that works security for frat parties. However, it is very little pay and not worth the risks involved. The situations you'll be resolving will put you in precarious situations with respect to the UCMJ, university policies, and local law enforcement. You will find yourself being responsible for resolving situations that are far worse than anything you would ever encounter in a typical barracks.

10. Football. If you are a Michigan football fan, buy the student season tickets and get on the color guard roster when you can. It's tough to get on the color guard detail, especially for big games, so you want to have those student season tickets secured beforehand. There is a deadline for buying them. The University will send emails about it. Go to the Student Veterans Association tale gates. You will find other student veterans on prime tailgate real estate, right outside the Big House, grilling burgers and hotdogs, and enjoying the glory of being Wolverines and U.S. Military Veterans over a few beers.

11. Embracing the Midshipmen as Peers. It is imperative that you understand your proper relationship with the midshipmen in the battalion. Though they will respect you as active duty Marines and are eager to take advantage of your experience and mentorship, they are in a very real sense your peers. Do not segregate yourself from them just because they are young civilians. You will go to TBS, MOS school, and serve in the Fleet alongside these same individuals. Additionally, the upperclassmen will precede you and may very well serve as your reporting seniors when you get to the Fleet. Get off on the right foot with every midshipman and treat them as you would treat someone on whom you will need to rely in the Operating Forces. Building relationships that will last throughout your career begins in this program.

12. Good luck and enjoy your time as a Wolverine MECEP.

Semper Fidelis and Go Blue,

A. D. PERKINS
Assistant Class Advisor
Second Lieutenant, USMC